

TITLE 81 - JAIL STANDARDS BOARD

CHAPTER 4 - STANDARDS FOR JAIL FACILITIES - ADMISSION AND RELEASE OF INMATES

001 It is the policy of the state of Nebraska that a meaningful admission and release process shall be employed when an inmate is detained in a jail facility. The admission and release process employed by any jail facility shall be consistent with the provisions established herein.

002 Admissions. The admission process shall include, but not be limited to, the following procedures:

002.01 Verification of Arrest. The receiving officer shall, to the best of his ability, ascertain the identity of the inmate and the identity of the arresting officer and verify the legality of the admission.

002.01A The arresting officer shall remain present during the admissions process until all pertinent information is recorded and the receiving officer accepts custody of the inmate.

002.01B Persons who are unconscious or who appear to have serious injuries shall not be admitted to the jail facility.

002.02 Admission Form. An admission form shall be completed by trained facility employees on every inmate admitted.

002.03 Search. In accordance with Chapter 6.006, all inmates shall be searched upon admission.

002.04 Property Control. Newly admitted inmates shall relinquish all money and property not permitted in the jail facility. An itemized inventory of all property and money shall be made

and verified in writing. The property and money shall be stored until it is returned.

002.04A Inmates shall verify the inventory list with their signatures.

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002.04B If, for any reason, the inmate does not verify the inventory list upon admission, it shall be witnessed and signed by a second person with the reasons noted.

002.04C A copy of the inventory, verified or not, should be given to the inmates at time of admission.

002.04D Newly admitted inmates shall be permitted to retain their prescription eye glasses except where removal is necessary to protect the inmate or others from harm. Removal of eye glasses is authorized when an inmate is perceived as suicidal or is under the influence of drugs or alcohol.

002.05 Phone Calls. Newly admitted inmates shall be permitted to complete at least two (2) local or collect long distance phone calls, and a record shall be kept thereof for each inmate.

002.05A Each newly admitted inmate shall be allowed to make one (1) completed phone call to his legal representative during the admissions process.

002.05B Each newly admitted inmate shall be allowed to make one (1) additional completed phone call to his family or other party approved by the receiving authority within a reasonable length of time after the admissions process is completed.

002.06 Vermin Control and Hygiene. As soon as possible, but definitely within twenty-four (24) hours, newly admitted inmates shall shower or bathe.

002.07 Medical Screening. Inmates shall be screened and observed by trained facility employees upon admission to determine if immediate medical attention is required. If medical services are provided within the jail facility, the appropriate facility employee should perform the medical screening and their recommendations followed.

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002.08 Orientation. Newly admitted inmates shall be made aware of the jail facility's rules, procedures, programs and the rights to which they are entitled. Completion of the orientation should be documented by a statement that is signed and dated by the inmate.

002.09 Inability to Process Inmate. If an arriving individual is unable to be taken through the above mentioned admission process for such reasons as, but not limited to, intoxication, use of controlled substances or violent behavior, then this process may be deferred until such time the individual is capable of being processed in accordance with jail facility order and safety.

003 Release. The release process shall include, but not be limited to the following procedures:

003.01 Verification of Release. The releasing officer shall verify, to the best of his ability, the identity of the inmate to be released and the authority of the release.

003.02 Property. Upon release, the inmate's personal property shall be returned. The inmate shall sign a receipt thereof. If the inmate will not sign the receipt, a second person shall witness the return of the property and sign the receipt with the reasons noted. A copy of the receipt shall be given to the inmate at the time

of the release.

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